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**STATEMENT OF PROCEEDINGS  
FOR THE REGULAR MEETING OF THE  
LOS ANGELES REGIONAL CRIME LABORATORY FACILITY AUTHORITY  
WILLIAM T FUJIOKA CONFERENCE, ROOM #225  
HERTZBERG-DAVIS FORENSIC CENTER  
1800 PASEO RANCHO CASTILLA  
LOS ANGELES, CA 90032**

**Friday, December 14, 2012  
9:00 a.m.**

AUDIO LINK FOR THE ENTIRE MEETING. (12-5850)

**Attachments:** [AUDIO](#)

Present: Chair Lisa Chavez, Vice Chair William Fujioka, Secretary Charlie Beck, Member Leroy Baca and Member Miguel Santana

Call to Order. (12-2897)

**The meeting was called to order by Chair Chavez at 9:01 a.m.**

**I. ADMINISTRATIVE MATTERS**

1. Report by Chair Lisa Chavez and introduction of new FMC Director and new Facility Manager. (12-2401)

**Chair Chavez introduced Deputy Chief Kirk Albanese as the new Facility Management Committee Director, of the LAPD's Chief of Detectives Bureau and Scott McIntyre as the new Facility Manager for the Los Angeles Regional Crime Laboratory Facility Authority (Authority).**

**Jack Schweizer, former Authority Facility Manager, expressed his gratitude for the opportunity to serve the Authority which allowed him the opportunity to promote to a higher level position.**

**Vice Chair Fujioka recognized Rose Ochi for her service and was presented with certificates from both the Los Angeles Sheriff's Department and Los Angeles Police Department.**

2. Election of Officers for 2013. (12-2402)

**Scott McIntyre, Facility Manager, explained that the sequence of elected officers is as follows: Director Fujioka as Chair, Director Beck as Vice Chair, and Director Baca as Secretary, however they can vote otherwise.**

**On motion of Director Santana, seconded by Chair Chavez, and unanimously carried, William T Fujioka was elected Chair.**

**On motion of Director Santana, seconded by Chair Chavez, and unanimously carried, Charlie Beck was elected Vice Chair.**

**On motion of Director Santana, seconded by Chair Chavez, and unanimously carried, Leroy D. Baca was elected Secretary.**

3. Approval of minutes from the meeting of May 25, 2012. (12-2403)

**On motion of Chair Fujioka, seconded by Director Santana, and unanimously carried, the May 25, 2012 minutes were approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

4. Approval of the Proposed Operating Budget for Fiscal Year 2012-13. (12-2411)

**On motion of Vice Chair Beck, seconded by Secretary Baca, and unanimously carried, this item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

5. Approval of Two Year Contract with Control Air Conditioning Service Corporation for mechanical systems maintenance. (12-2898)

**On motion of Chair Fujioka, seconded by Secretary Baca, and unanimously carried, this item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

6. Approval of Five Year extension for Facilities Use Agreement between Los Angeles Crime Laboratory Facility Authority and the California Department of Justice. (12-2413)

**In response to Director Santana, Scott McIntyre, Facility Manager confirmed there were no changes made to the contract.**

Secretary Baca questioned the agreement with the Department of Justice. Mr. McIntyre stated that the contract is the same as the previous contract and the Department of Justice has oversight of the California Criminalistics Institute (CCI) whom will be using the classrooms for training.

Captain David Walters, Sheriff's Department, also reminded Secretary Baca, that the intent of the CCI was for the training courses to be held in Southern California versus sending Criminalists to Sacramento. Captain Walters stated that extending the agreement would continue to benefit the Department. In response to Secretary Baca, Captain Walters confirmed that Cecilia H. von Beroldingen, CCI Director is located in Sacramento. He added that the Program Director who coordinates the trainings in the local area is Dan Nathan.

In response to Secretary Baca, Captain Walters confirmed that the District Attorney's oversight practice is independent and their coordination with the Department of Justice is related to all forensic activities.

Secretary Baca explained that the agreement between the City and County is an enterprise and wants this concept to be incorporated in both national and international levels of the forensic practice. He added that the Laboratory is an amazing and prideful cooperative between the Sheriff's Department, Los Angeles Police Department and California State University, Los Angeles.

On motion of Vice Chair Beck, seconded by Chair Fujioka, and unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

## **II. REPORTS**

7. Receive and File the following reports:
  - Appointment Letters - Facility Manager
  - Reconciliation Statement 2010-11 - Facility Manager
  - Minutes of May 12, 2011, Meeting of the Facility Management Committee - Facility Manager
  - California Forensic Science Institute - Harley Sagara, Training Coordinator, CFSI (12-2888)

**Scott McIntyre, Facility Manager provided a brief summary of the Reconciliation Statement for the 2010-11 year. He stated that a surplus was identified and applied towards each department.**

**Chair Fujioka suggested the surplus funds be considered as a source of funding towards new equipment or unmet needs. Secretary Baca was in agreement. Mr. McIntyre explained that there is currently no specific language in the contract regarding the use of surplus funds and therefore an amendment would be required.**

**In response to Director Santana, Mr. McIntyre confirmed that surplus funds will be allocated to cover for operational costs. The amount anticipated to be carried over is approximately \$244,000. Discussion on creating a plan for the use of the surplus ensued.**

**Chair Fujioka requested the option to amend the MOU be researched and discussed at the next meeting.**

**On motion of Secretary Baca, seconded by Vice Chair Beck and unanimously carried, the May 12, 2011 meeting minutes were approved.**

**Harley Sagara, Training Coordinator, California Forensic Science Institute (CFSI) reported that CFSI is the recipient of two Federal DNA training grants and at the conclusion of this month over 160 criminalists will have been trained and provided over 280 hours of highly technical DNA training. The majority of the participants were from the Los Angeles Police Department and the Los Angeles County Sheriff's Department Crime Laboratories. He also stated that this year they will be awarding seven graduate students with scholarships and four others with grant funding.**

**Mr. Sagara introduced Bee Yorker, Dean of the College of Health and Human Services. Ms. Yorker presented Jack Schweizer, former Authority Facility Manager with an award and thanked him for his service.**

**Attachments:**    [SUPPORTING DOCUMENT - Appointment Letters](#)  
[SUPPORTING DOCUMENT - Reconciliation Statement](#)  
[SUPPORTING DOCUMENT - May 12, 2011 Minutes](#)

### **III. MISCELLANEOUS**

#### **Matters Not Posted**

8. Matters not posted on the agenda, to be discussed and (if requested) placed on the agenda for action at a future meeting of the Authority, or matters requiring immediate action because of an emergency situation or where the need to take action arose subsequent to the posting of the agenda. (12-2894)

**There were none.**

#### **Public Comment**

9. Opportunity for members of the public to address the Authority on items of interest that are within the jurisdiction of the Authority. (12-2895)

**No members of the public addressed the Commission.**

#### **Adjournment**

10. Adjournment for the Meeting of December 14, 2012. (12-2896)

**On motion of Chair Beck, seconded by Director Santana, and unanimously carried, the meeting of December 14, 2012 was adjourned at 9:30 a.m.**